 Policy Review and Special Rules of Order Virtual District Council Meetings 9-18-2021

**GOVERNING DOCUMENT REVIEW REGARDING VIRTUAL DISTRICT COUNCIL MEETINGS**

As per, the District Administrative Bylaws;

Article IX: **District Council**

Subparagraph a. Composition

The District Council shall consist of the District Executive Committee, and the Club President and Vice President of Education from each Member Club in the District. These shall be the only voting members of the District Council.

Article X: Council Meetings, Quorum, Proxies and Voting;

subparagraph c. **Quorum**

"One-third of the club Presidents and Vice Presidents education from Member

Clubs in the District, … shall constitute a quorum for all District Council meetings. In the event that any business is transacted at any District Council meeting at which a quorum is not present, the action shall be deemed as valid as if a quorum were present if it thereafter is expressly approved in writing, personally, by mail, fax, email, electronic transmission or other reasonable means, by the affirmative vote of a majority of the member clubs in the District on the basis of two (2) votes per club."

subparagraph e. **Voting**

“When the voting process is conducted virtually, no proxies will be permitted. Each District Council member must cast their own vote. District Executive Committee members are entitled to one (1) vote and may cast up to two (2) additional votes as a Club President or Vice President Education. All other members of the District Council shall be limited to a maximum of two (2) votes.”

Article XIII: **Rules of Order**

Robert’s Rules of Order Newly Revised shall be the final authority on parliamentary

procedure insofar as Robert's Rules do not conflict with any provision of these

administrative bylaws, the Articles of Incorporation or Bylaws of Toastmasters

International, policies set by the Board of Directors of Toastmasters International from

time to time, or applicable law…

Protocol 7.1 District Events

6. District Council Meetings

E. District committee chairs and others whose participation the council requires may

attend. Members attending the District conference who are not voting members of the council … may attend but do not participate in council deliberations.

From <[https://www.toastmasters.org/Leadership-Central/Governing-Documents](about:blank)>

**SPECIAL RULES OF ORDER FOR VIRTUAL DISTRICT COUNCIL MEETINGS**

**TOASTMASTERS DISTRICT 54**

**Note: The Special Rules of Order for District 54 Council Meetings, and any Amendments thereto,**

**shall be adopted by a 2/3 majority vote of the District Council.**

**6. VOTING PROCEDURE**

Voice Voting (ayes and nays), over a teleconference is difficult to determine a fair vote due to

different volumes and complications with every line being unmuted at once. Other voting methods

(unanimous consent, Roll Call, on-line voting tool) will be used.

**Unanimous Consent** - is the absence of objection on an action. The Chair states,

"Without objection [state the action] [pause for objection]; hearing none, the action is taken".

For example, "Without objection we should close discussion and vote on the question; hearing

none, discussion is closed and we can vote on the question". An alternate form is, "Is there is

any objection to closing discussion and voting on the question; hearing none, discussion is

closed and we can vote on the question". If you object state, "I object"; debate and voting

would continue in the usual manner.

**Online Voting tool** -

**Zoom poll will be used for conducting election for the contested positions and for tabulating the votes. A virtual breakout room will be created for all non-voting audience members will be moved to the breakout room before polling is opened in the main Zoom room.**

Once the Chair has determined that all of the members, who wish to vote have voted, the

Chair will close voting for this question.

7. DECORUM AND ORDER

All attendees shall maintain decorum and order within the Council. It is the duty of the District

Director, as Chair, to enforce rules of order. Attendees who are disruptive shall be called to order; if

the disruption continues, the District Director, as Chair, will direct the meeting manager to mute the

line of the disruptive party.

8. MOTIONS

All decisions of the meeting are to be made by means of a motion made by a voting member,

seconded by another voting member, stated by the Chair, offered for debate, and then put to a vote

by the Chair. Motions shall be stated in the positive, not in the negative.

9. MINUTES

The Administration Manager shall maintain a draft set of minutes, which will be posted on the

District website 30 days prior to the next District Council Meeting. These minutes shall be approved

by the District Council. The minutes may be amended in order to make actual corrections

concerning debates or votes, but the minutes cannot be changed in an effort to modify actions

previously taken.

References:

[http://www.toastmasters.org/Leadership-Central/District-Leader-Tools/DistrictManagement/Elections-Toolkit/Election-Day](about:blank)

[http://d25toastmasters.org/Districtcouncil/RulesofOrderRev2015.318.pdf](about:blank)

[https://www.toastmasters.org/leadership-central/District-leader-tools/District-management/virtualmeeting-and-vote](about:blank)

Roberts Rules of Order, Newly Revised (11th edition)